



5050 Avenida Encinas, Suite #160  
Carlsbad, California 92008

(858) 587-9844  
(760) 643-2200

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**AVOCADO HOMEOWNERS ASSOCIATION  
COMMUNITY ASSOCIATION MANAGER'S REPORT**

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**REGULAR SESSION BOARD OF DIRECTORS MEETING  
TUESDAY, JANUARY 8, 2019 AT 6:00 PM  
MEETING ROOM IN THE POOL AREA  
1744 THE WOODS DRIVE EL CAJON, CA 92019**

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- CALL TO ORDER:** \* No later than 6:00 p.m.
- EXEC SESSION DISCLOSURE:** \* Board to provide the topics of the most recent Executive Session.
- HOMEOWNER'S FORUM:** \* Open discussion for comments, suggestions, or questions from any Homeowners that may be in attendance. A three (3) minute discussion period should be allocated for each Homeowner.
- MEETING MINUTES:** \* Board to approve the November 7, 2018 Regular Session Meeting Minutes.
- FINANCIAL:** \* Board to approve the financial statements for the period ending October 2018 and November 2018 subject to year-end review to be performed by an Independent CPA.  
\* Board to sign US Bank Signature Card.
- DELINQUENCIES:** \* Board to disclose any foreclosures and/or approve liens in open session.
- MANAGER REPORTS:** \* Action Item List from the November 7, 2018 Board Meeting, the November 14, 2018 Property inspection and Landscape Report and Work Order report for review.  
\* The next Property Inspection will take place on January 9, 2019 at 9:30a.m.
- ARCHITECTURAL:** \* Architectural report and pending architectural applications for board review and approval.
- CORRESPONDENCE:** \* Board to review correspondence and/or request and advise management on respective responses.
- COMMITTEE REPORTS:** \* Roads Committee Report  
\* Landscape Committee Report  
\* Communications Committee Report  
\* Pool Committee Report

Avocado Homeowners Association  
Community Association Manager's Report  
January 8, 2019

- \* Rules Update Committee Report

**OLD BUSINESS:**

- \* Asphalt Roads Repair – Board to discuss status of asphalt repair/sealing and approve change orders if necessary.
- \* Special Assessment Reimbursement – Board to discuss distribution of special assessment reimbursement.
- \* Rules and Regulations – Board to discuss updating the Rules and Regulations.
- \* Code of Conduct – Board to Approve Code of Conduct.
- \* Pool Deck Repair/Sealing – Board to approve Pool Deck Repair/Sealing bids.

**NEW BUSINESS:**

- \* Spa Light Repair – Board to approve spa light replacement proposal.
- \* Landscape Bids – Board to review and approve landscape proposals.
- \* New Civil Code Requirement – Board to discuss and approve authorization for management to transfer Association Funds per Civil Code Section 5380 (b)(6).
- \* No Trespassing Signs – Board to approve No Trespassing Sign for Front gate.

**EMERGENCY APPROVALS:**

- \* Board to consider approving any emergency proposals not received in time for the board packet if necessary.

**ADMIN TOOLS:**

- \* Association map and Approved 2018 – 2019 Budget for board reference.

**NEXT MEETING:**

- \* The next Board of Directors meeting is TBD at 6:00pm.

**ADJOURNMENT:**

- \* No later than 7:00 PM



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COMMUNITY ASSOCIATION MANAGER'S REPORT**

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**EXECUTIVE SESSION BOARD OF DIRECTORS MEETING  
TUESDAY, JANUARY 8, 2019  
IMMEDIATELY FOLLOWING THE REGULAR MEETING  
MEETING ROOM IN THE POOL AREA  
1744 THE WOODS DRIVE EL CAJON, CA 92019**

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|---------------------------|---|----------------------------------------------------------------------------------|
| <b>CALL TO ORDER:</b>     | * | Directly following the Regular Session.                                          |
| <b>MEETING MINUTES:</b>   | * | Board to approve the November 7, 2018 Executive Session meeting minutes.         |
| <b>DELINQUENCY LIST:</b>  | * | Board to review delinquency list and collection recommendations.                 |
| <b>MEMBER DISCIPLINE:</b> | * | Board to review Violation List and related correspondence.                       |
| <b>LEGAL:</b>             | * | Board to review legal correspondence regarding Special Assessment reimbursement. |
| <b>ADJOURNMENT:</b>       | * | No later than 8:00 p.m.                                                          |